DEVELOPMENT GROUP / OIT
SOFTWARE SYSTEM LIFE CYCLE

PHASE	INITIATION	DESIGN	IMPLEMENTATION AND INTEGRATION	ACCEPTANCE TEST	OPERATIONS
ACTIVITY	Project Planning Requirements Defini- tion	Interface and Internal Design	Coding Integration Testing Final Reviews Complete All Documentation	Final Acceptance Testing	System Sup- port and Enhancements
DOCUMENTS	NPIR System Development Plan Project Schedule Project CM Plan CCB and ERB Charters System Requirements Document Software Package Evaluation	Interface Control Document Requirements Traceability Matrix System Design Specification Transition Plan User Manual (Outline) Training Plan Test Plan	Test Procedures Test Reports User Manual (Final) Program Manual Production Division Documentation Standards Manual	Acceptance Test Report Close-out Memo	Document Revisions, as Needed Throughout Life Cycle
EVENTS	Project Inception Review Preliminary Require- ments Review System Requirements Review	Preliminary Design Review Critical Design Review	System Integration Tests Development Test and Evaluation Review	Customer's Acceptance Test Acceptance Test Review Initial Operational Capability System Delivery	Review as Needed

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OFFICE OF INFORMATION TECHNOLOGY
16:45:07 -- 7 November 1988

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NOTE TO:
FROM:
SUBJECT: MSG ADP Support Requirements

Diana: Thanks for your prompt review of our meeting. I have inserted some
comments in a copy of your notes and prioritized the tasks (see attachment).
ORIS is the number one priority. The ADP Support Branch, SS/MSG will be
working in the Personnel arena and DSG resources are welcome to handle our
shortfall (the requirement is a big one). The budget, records management (and
Personnel) tasks, all have direct office-wide implications and therefore
certainly appropriate for DSG support. The PAR/PRISM study is needed so we can
guage the size of the problem we face in resource accounting.

Let me know if I can help you further and also when the DSG resources
will be on the job] Thanks,

Richard

Att: a/s

CC: MSG Division Chiefs

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*** APPENDED BY: [   ] ON: November 7, 1988 AT: 4:54 PM ***

MSG COMMENTS in [

[MSG Priorities are also in [

NOTES FROM MEETING WITH MANAGEMENT SERVICES GROUP ON 1 NOVEMBER 1988

[1 ORIS: This is the number 1 priority for the Group. IPS is part of ORIS.
With the current ORIS system, people who were supposed to keep the data
up-to-date are not committed to it, and people outside of OIT are using it
within the Agency. DSG is supposedly doing some work but MSG is not being
kept [adequately informed of any progress. [Not sure where the underlined
portion (my underlines) comes from. Recommend it be deleted

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[2 [   ] BUDGET data base could be looked into for tracking budgetary
information. This is only for money once it is obligated though. Each
individual part of the office needs to know their current budget also. [The
BUDGET database should be investigated as a potential officewide tool. Also
the RAMS/COG database is to be integrated with the BUDGET database. My

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